

	<p>4.7 To receive any items from the Regional Governing Board (Bexley) and Local Governing Body (Kent).</p> <ul style="list-style-type: none"> It was noted that the RGB was not Quorate and decisions could not be ratified. <p>4.8 To note the newly released Academy Trust Governance – structures and role descriptors</p> <ul style="list-style-type: none"> Noted. 	
<p>5</p>	<p>Committee/RGB/LGB Minutes – I, D</p> <p>5.1 Education Committee inc. wellbeing 01.10.2020 The chair of the Education Committee provided Trustees with an overview of the Education Committee meeting. Points to note:</p> <ul style="list-style-type: none"> Data drop is yet to happen. Very successful Summer Holiday provision. Slight concern over persistent absence. 3 year education plan was reviewed. All 4 schools self-evaluated as ‘Good’. KHP has been updated as ‘Good’. RJ challenged the DoE to provide further assurance to KHP’s ‘Good’ evaluation. Action Point: Clerk to raise with DoE The quality of the documentation provided by the DoE is the best RJ has seen in terms quality and consistency throughout documentation. <p>5.1.1 Education Committee ‘Term Dates’ recommendations.</p> <ul style="list-style-type: none"> Kent and Bexley to ‘front load’ training days. Staff training throughout the year will be completed in PLMs and twilight sessions. RJ is happy to support the DoE’s decision to front load training and asked Trustees whether they agree. The CEO asked Trustees to consider the 3-2 model. Frontloading training the children will be away for 7.2 weeks in the Summer. Following discussion the ‘front loading’ model was approved. Action Point: Clerk to inform DoE/EO of the final decision Trustees unanimously agreed to front load training, however, to take on the CEO’s considerations that under the Academies Act may wish to instil additional training days during the pandemic. <p>5.2 Peoples’ Committee 07.10.2020 decisions to be ratified.</p> <p>5.2.2 Teachers’ Pay Policy</p> <p>5.2.3 The performance related pay for Teaching Staff, Trust Support and Bexley support is to be approved.</p> <p>5.2.4 The annual Teacher’s Pay increase and new 2020-21 Teacher’s Pay Scales are to be adopted.</p> <ul style="list-style-type: none"> Trustees unanimously agreed to ratify 5.2.2, 5.2.3 & 5.2.4 pay decisions above. The CEO challenged the scale range for the CEO within the Pay Policy. <p>Action: COO to check CEO pay scales within the Pay Policy.</p> <p>5.3 Finance Committee 13.10.2020 KG provided Trustees an overview of the finance committee meeting.</p> <ul style="list-style-type: none"> In October the Finance committee received ‘Bitesize’ training provided by the COO. No decisions to be ratified. Trustees finance report has been circulated to members. <p>5.4 Audit Committee 14.10.2020 NR provided Trustees an overview of the audit committee meeting.</p> <ul style="list-style-type: none"> No decisions to be ratified. The Audit Committee will be looking at a Trustee/Governor self-assessment of governance skills to strengthen WAT’s Trustees. Internal audit will be re-introduced before the end of the calendar year due to Covid. The Academies Financial Handbook 2020 has been circulated and adopted by Trustees A simplified Risk Register is being worked on. Baxters will be attending a combined Audit and Finance committee on 2nd December. The COO opened invitation to all Trustees to dial into meeting. NR wanted to record the excellent support provided by CC (TBA). 	<p>Clerk/DoE</p> <p>Clerk</p> <p>COO</p>

	<p>Action: Clerk to send Audit and Finance meeting invitation to all Trustees 2nd December 10am.</p> <p>5.5 Regional Governing Body 13.10.2020</p> <ul style="list-style-type: none"> • VCoT challenged the wording of the RGB minutes - Black History Month was referenced as 'week' – wording within minutes to be changed to 'month'. <p>5.6 Local Governing Body 15.10.2020</p> <ul style="list-style-type: none"> • VCoT challenged the wording of the minutes. The LGB refers to themselves to RGB and this should read as LGB. The wording of principle/principal to be amended. • The Clerk noted that the SBMs are now clerking the RGB/LGB and this is their first experience at writing local and regional governing body minutes. Trustees have received a draft form of minutes and the minutes are to be amended and approved by the Chairs of Governors. <p>Action: Clerk to review and make necessary changes to LGB/RGB minutes as mentioned by the vCoT.</p>	<p>Clerk</p> <p>Clerk</p>
<p>6</p>	<p>Chief Executive Officer report – I</p> <p>6.1 Position and Opportunities</p> <ul style="list-style-type: none"> • WAT has made it through to a final round to be considered to join Orchard Primary School. Orchard Primary would like their Chair and Governors to visit some of WAT's primary schools. They would like a meeting with WAT's CoT and new CEO as well as the current CEO. The Board of Trustees would like a further meeting on Friday 6th November to discuss WATs position. A response needs to be submitted within a week and WAT's CEO will send a holding response. <p>Action: CEO to share due diligence process and framework with Trustees. Action: CEO to provide training in regard to process and context of how schools academise.</p> <p>6.2 Priorities and strategy</p> <ul style="list-style-type: none"> • WAT will be launching a fundraising campaign to help most vulnerable families during the winter. WAT will finalise accountability details before going live. Staff will be able to donate anonymously. The COO updated Trustees in regard to the FSM winter holiday provision. WAT will be using surplus FSM vouchers to support the most vulnerable families. • The VCoT clarified the reporting mechanism for strategic priorities within CEO report – in 2.2 of the CEO report the first aspect will fall into Risk and Audit committee. Digital disadvantage will fall into the Education Committee and Growth will fall into weekly Trustee meetings. <p>6.3 Key Performance Indicators and Accountability</p> <ul style="list-style-type: none"> • KPIs to be agreed for each committee. – CEO will create KPIs, including WAT's new CEO within the process. 	<p>CEO</p> <p>CEO</p>
<p>7</p>	<p>Chief Operating Officer report – I, D</p> <ul style="list-style-type: none"> • The COO report has been received with thanks by Trustees. • Further guidance had been released from the DFE regarding ventilation. This has been circulated to WAT schools and they will be updating their risk registers for Autumn 1. <p>7.1 Trustees are requested to consider and agree Trustees report for Statutory accounts.</p> <ul style="list-style-type: none"> • All Trustees have read the Trustees Report and unanimously agreed by a show of hands to adopt the Trustees report for Statutory Accounts. 	
<p>8</p>	<p>CEO Appointment report – I,D</p> <ul style="list-style-type: none"> • The CEO Appointment Report has been received by Trustees. The whole report will sit within section 2 of the minutes and marked as a confidential item. 	
<p>8</p>	<p>Compliance – I</p> <p>8.1 To confirm previously received publication "Keeping Children Safe in Education 2020" and confirmation that each Trustee has read and understood Parts 1 & 2</p> <ul style="list-style-type: none"> • Trustees confirmed by a show of hands that they have each understood part 1 & 2 of "Keeping Children Safe in Education 2020". <p>8.2 To confirm previously received publication "Academies Financial Handbook 2020" and confirm that each Trustee has read and understood.</p>	

	<ul style="list-style-type: none"> Trustees confirmed by a show of hands that they have each understood the “Academies Financial Handbook 2020” 	
9	<p>Policies/Documents – Review and Approve – I/D</p> <p>9.1 To note the reviewed Trust Policies as per the schedule (*): Trustees noted the reviewed Trust Policies as per the schedule.</p> <p>9.2 To approve the following policies:</p> <p>9.2.1 Child Protection & Safeguarding Policy</p> <ul style="list-style-type: none"> All Trustees have noted, read and approved. <p>9.2.3 NQT Induction Policy</p> <ul style="list-style-type: none"> All Trustees have noted, read and approved. 	
10	<p>Safeguarding</p> <ul style="list-style-type: none"> The CEO reported that currently WAT do not have any reported staff safeguarding issues. There has been a reported high level of section of 47 (removal from children from parents and carers) due to neglect and chastisement. The delivery of safeguarding audit reports will be discussed within the RGB/LGB meeting with COO and DoE on 5th November 2020. 	
11	<p>Confidentiality</p> <p>The board to agree that item 8, by reason of its nature, should remain confidential.</p>	
	<p>Date of Next Meeting(s): 12-2pm – 11th December 2020</p>	

The meeting ended at: 12:47pm